



These guidelines are used for any development within a hillside area as outlined in Section 710 of the Phoenix Zoning Ordinance. For additional information, contact the Development Services Department, 200 West Washington Street, Phoenix, Arizona 85003 or call (602) 262-7811.

This publication can be made available in alternate formats (Braille, large print, computer diskette, or audiotape) upon request. Contact the Development Services Department at (602) 262-7811 (voice) or (602) 534-5500 (TTY).

Review of: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewer: \_\_\_\_\_

Phone: \_\_\_\_\_

☒ Needs to be addressed ☐ OK

E-Mail: \_\_\_\_\_

## I. SUBMITTAL REQUIREMENTS:

- ☐ Submit five (5) sets of Grading and Drainage plans to Development Services Central Log-In. Grading and Drainage plans are to include hillside information on the plans. Two (2) sets are sent to grading and drainage review; two (2) sets are sent to hillside reviewer; and one (1) set is sent to field reviewer.

## II. HILLSIDE REVIEW INFORMATION:

The Grading and Drainage Plans are to include the following hillside information:

- ☐ 24" x 36" sheet size with 1/8" minimum lettering.
- ☐ Two-foot contour lines for slopes between 10-15% and five-foot intervals for slopes greater than 15%.
- ☐ 10% average slope line across the site (if applicable).
- ☐ Layout of residence, driveways, walls, pools, and all other accessory structures/amenities.
- ☐ Clearly outline the edge of roof. (Shade areas under roof if necessary.)
- ☐ Provide zoning and indicate setbacks per the zoning district or the Hillside Ordinance, whichever is greater.
- ☐ Check compliance with zoning stipulations.

Put the following information on the lower right hand corner of each sheet:

- ☐ Hillside number (issued at the time of first review) H \_\_\_\_\_
- ☐ Development Services Department's KIVA# \_\_\_\_\_
- ☐ Development Services Department's C\_\_PR# \_\_\_\_\_
- ☐ Development Services Department's RPRC# \_\_\_\_\_
- ☐ City Quarter Section # \_\_\_\_\_
- ☐ Zoning \_\_\_\_\_
- ☐ Signature Line: \_\_\_\_\_

HILLSIDE APPROVAL, CITY OF PHOENIX  
NOTE: Plan approval good for one (1) year

\_\_\_\_\_  
DATE

PLACE THE FOLLOWING HILLSIDE CALCULATIONS ON THE PLANS:

- [ ] TOTAL LOT AREA: \_\_\_\_\_ SQ.FT.
- [ ] TOTAL HILLSIDE AREA: \_\_\_\_\_ SQ.FT.
- [ ] 25% ALLOWABLE UNDER ROOF: \_\_\_\_\_ SQ.FT. (from total lot)
- [ ] \_\_\_\_\_ % PROPOSED UNDER ROOF: \_\_\_\_\_ SQ.FT
- [ ] 10% ALLOWABLE GRADED AREA: \_\_\_\_\_ SQ.FT.\* (from hillside area)
- [ ] \_\_\_\_\_ % PROPOSED TOTAL GRADED AREA OUTSIDE ROOFLINE: \_\_\_\_\_ SQ.FT.\*\*  
(include revegetation areas)
- [ ] \_\_\_\_\_ % PROPOSED REVEGETATION AREA: \_\_\_\_\_ SQ.FT.

\* Permanently disturbed natural graded area outside the perimeters of roofline in the hillside portion of the lot for driveway, yards, pool, planters, walkways, cuts/fills, etc.

\*\* This total may be increased to a maximum of 15% at the discretion of the Hillside Reviewer, if the extra 5% is revegetated with desert plants from the City of Phoenix Sonoran Desert Plant List.

- [ ] Minimum of two (2) cross-sections through residence and lot: show existing and proposed grades, finished floor and roof elevation, retaining walls, etc. Structure is not to exceed 30' from natural grade. Do not average. Label the greatest distance from natural grade to top of roof. Sections are to be drawn to scale – vertically and horizontally.
- [ ] Note on plan; pool shall be built prior to or in conjunction with house if no access is provided for future construction.
- [ ] Outline parameters of grading on plans and note undisturbed areas. Show the construction fence at the edge of the disturbed area. Give your contractor room to work!
- [ ] Provide a construction fence detail. (Minimum fence requirement is 2 strands of gold rope on T-Bar posts. Posts are to be placed 30' on center and at angle points.)
- [ ] Indicate disturbed areas to be planted with desert landscaping and the spraying of chemical color treatment.
- [ ] Revegetation plan required when any grading over 10% beyond the roofline occurs. Show actual layout of plant material.
- [ ] Show all disturbed slopes to be 4:1 or less. Slopes greater than 4:1 to be addressed on a case by case basis.
- [ ] Show location of all retaining walls and freestanding walls, and indicate top of wall, top of retaining wall and finished grade. Retaining walls and freestanding walls are limited to a maximum height of 6'. However, a combined retaining/screen wall can be 9' maximum. Retaining wall must be approved and permitted through a building safety plan review and are shown for reference and height requirements only.
- [ ] Indicate actual driveway slope, (maximum is 20%) on plan.
- [ ] Show all utility connections within graded areas.

III. NOTES TO BE PLACED ON PLANS

- [ ] 1. The gradable area shall be delineated during construction with construction fencing to maintain the "Undisturbed Areas" in their natural condition. This fence must be in place before any grading takes place and maintained during construction. If a fence is not installed as shown on the approved G&D plan or missing, the project will be red-tagged until the fence is re-installed and approved. Call (602) 262-7811 to schedule this inspection with the General Inspector.
- [ ] 2. File notice of intent to clear land with the State of Arizona, (602) 542-7182.
- [ ] 3. Graded areas which are to remain as desert will be restored to blend with the adjacent natural desert by the planting of native trees and shrubs. Provide landscape plans for revegetation areas of over 10%.
- [ ] 4. Scarred rock surfaces (cuts) are to be treated with chemical color treatment to blend with the native rock surfaces.
- [ ] 5. Provide a copy of the County Dust Control Permit to the inspector.
- [ ] 6. INSPECTION: ALL HILLSIDE LOTS WILL BE INSPECTED BY THE DSD SITE INSPECTOR FOR COMPLIANCE WITH THE HILLSIDE ORDINANCE, WITH LANDSCAPE REVEGETATION, AND COLORIZATION OF CUT AREAS PRIOR TO OCCURPANCY. CALL 602-262-7811.
- [ ] 7. Pool shall be built prior to or in conjunction with house if no access is provided for future construction.

#### **IV. DESIGN REVIEW COMPLIANCE**

Hillside development is subject to design review compliance from the Development Review Manual. See the following design guidelines in Section 507 Tab A of the Zoning Ordinance.

- ☒ 1.2 Height, bulk and area of buildings
- ☒ 4.2 Site grading
- ☒ 4.0 Landscaping

#### **V. ADDITIONAL PROCEDURES (if applicable)**

- ☐ Subdivision - Hillside Density Waiver (see Planning Department).  
If requesting more hillside lots than permitted by hillside slope analysis, submit a request for a density waiver to the Planning Department. Contact (602) 262-7131 for fees and procedures.
- ☐ Hillside Grading Waiver to the City Manager's Representative and appeals to Development Advisory Board fees: (See current fee schedule.)  
Excessive grading: the disturbed area exceeding the allowed 15% gradable area outside roof is subject to a grading waiver before Grading Plan is approved.  
For a grading waiver, the applicant submits a letter to the Site Planning Division of the Development Services Department requesting a grading waiver and noting reasons for the hardship (also include two (2) sets of plans).
- ☐ Variance (Varies - See Planning Department)
- ☐ Excessive building area, height, or an encroachment into a setback area is subject to a Variance Hearing through the Zoning Administrator. Contact the Planning Department at (602) 262-7131.
- ☐ Slope Analysis (See current fee schedule.)
- ☐ 10% Slope Line Determination; set up meeting with Development Services Landscape Architect – hourly fee applies.
- ☐ County Dust Control Permit required.

HILLSIDE CHECKLIST 12-22-99.doc  
APRIL 1996  
REVISED FEBRUARY 1997  
2<sup>ND</sup> RE NOVEMBER 1997  
3<sup>RD</sup> REV JANUARY 1998  
4<sup>TH</sup> REV MAY 1998  
5<sup>TH</sup> REV. February 1999  
6<sup>TH</sup> REV December 1999  
7<sup>TH</sup> REV March 2000  
8<sup>TH</sup> REV October 2002  
9<sup>TH</sup> Rev November 2002